

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

CDID No. 1 Office, 5350 Pacific Way, Longview, Washington

September 14, 2021

The Regular Meeting of the Board of Supervisors of Consolidated Diking Improvement District No. 1 was called to order by Chair, Sherry Bean, at 9:00 a.m., September 14, 2021.

Present:

Board of Supervisors:

Sherry Bean, Chair
Bill Hallanger, Vice-Chair
Tim Kilmer, Secretary

Staff:

Troy Cole, Associate Engineer
Morgan Atkins, Admin. Finance Assistant
Chance Cox, Operations Foreman

Legal Counsel:

Dave Spencer

Agenda

The following item was added to the agenda:

New Business

- Cowlitz County Auditor Agreement for Conduct of 2022 Elections

A motion was made and seconded to approve the agenda as amended. Motion carried.

Minutes

On a motion made, seconded and carried the reading of the minutes of the CDID No. 1 Board of Supervisors regular meeting, held on August 31, 2021 copies of which had been submitted to the Board, was waived and the minutes were approved as if read.

Stormwater Manager's Report

Steve Haubner, City of Longview Stormwater Manager, was absent from the meeting.

Engineer's Report

Project No. 19-10, Main Pump Station Switchgear & MCC Replacement: Chance Cox, Operations Foreman, reported the switchgear equipment for the project was delivered to the District shop by mistake and should have gone to North Coast Electric. Mr. Cox stated

North Coast Electric arrived the following day to move equipment to their shop. Mr. Cox reported Ms. Blain is working closely with North Coast Electric and Hamer Electric to ensure all warranties start when equipment is installed and operating versus delivery date. Mr. Cox stated due to delays in delivery of components the project is postponed until 2022. Mr. Cox explained with rainfall approaching removing the Main Pump Station from the District's system for installation is a risk.

Operations Foreman Report

Chance Cox, Operations Foreman, reported on the following maintenance activities:

- Mowing operations continue.
- Cleaning the Cutoff Slough at 46th Avenue to keep it from being labeled wetlands. Mr. Cox explained Carney Construction constructed a rocked road for maintenance access.
- Vegetation removal in Ditch No. 3. Mr. Cox stated removing the weeds should reduce/prevent alarm calls from blocked screens at the Oregon Way Pump Station.
- The District crew rented a Caterpillar D8 to plow spoils at the District's property adjacent to the Regional Stormwater Detention Facility as a part of recommended maintenance.

Supervisor Bean expressed concern for current screens pulled from the District's system with the expected rain. Mr. Cox stated the District crew is not concerned with capacity yet, but will replace screens to ensure coverage.

Attorney's Report

Dave Spencer, Legal Counsel, had nothing new to report.

New Business

Access & Utility Easement – City of Longview 46th Avenue Sewer Pump Station: Troy Cole, Associate Engineer, stated the City requested an access and utility easement for their sewer pump station on 46th Avenue. Mr. Cole explained the City recently replaced an existing sewer pump station built on District property at 46th Avenue, noting the pump station does not affect District maintenance access and recommended approval. Supervisor Hallanger asked if the City is providing curb cuts for maintenance access. Mr. Cole stated the City has proposed four curb cuts are included in the City's 46th Avenue street project, one being located at this sewer pump station.

A motion was made and seconded, to execute the Access and Utility Easement between the City of Longview and CDID No. 1 as presented. Motion carried.

Cowlitz County Auditor Agreement for Conduct of 2022 Elections: Ms. Atkins presented the Cowlitz County Agreement for Conduct of Election for the 2022 Special Purpose General Election. Ms. Atkins stated the Cowlitz County Elections office stated they will no longer hold elections free of charge, noting this election will be a 2022 budget line item. Ms. Atkins stated the open position is currently held by Supervisor Kilmer. Mr. Spencer reviewed the agreement and recommended approval as submitted.

A motion was made and seconded, to approve and execute the Agreement for Conduct of Election for the 2022 Special Purpose General Election as submitted by Cowlitz County. Motion carried.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of September 14, 2021 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the September 14, 2021 Claim Summary submitted in the amount of \$69,076.15. Motion carried.

Approval of the August 2021 Board of Supervisors Time and Expenses

Upon a motion made, seconded and adopted, the Board of Supervisors' August 2021 Time and Expense were approved. Motion carried.

Ratification of August 31, 2021 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending August 31, 2021 were approved in the amount of \$35,482.45. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 9:30 a.m.

The next regular Board of Supervisors' meeting is scheduled for September 28, 2021.

The Advisory Committee meeting is scheduled for October 21, 2021.

Sherry Bean, Chair

Tim Kilmer, Secretary

Bill Hallanger, Vice-Chair